

Instructions for Form GSP-1, General Facility Information for All Registrations

Check the box for the appropriate source category of the requested General State Permit. The following are the applicability criteria of the General State Permit source categories:

Internal Combustion Engines Used as Emergency Generators:

1. An “Emergency Generator” is a stationary internal combustion engine which operates as a mechanical or electrical power source only when the primary power source for a facility has been lost during an emergency, such as a power outage, or during the normal maintenance and testing procedure as recommended by the manufacturer. The term does not include a load-shaving unit, a peaking power production unit, or a standby engine in an energy assistance program.
2. An internal combustion engine used as an emergency generator shall operate no more than 500 hours in any consecutive 12-month period.
3. Engines requiring permits include all the engines at a source, excluding any unit with a design rating less than or equal to 0.15 million British thermal units per hour (MMBtu/hr), which:
 - a. Combusts liquid fuel oil for which the combined total design gross heat input for all such engines is greater than or equal to 1.5 MMBtu/hr; or
 - b. Combusts natural gas or liquefied propane gas for which the combined total design gross heat input of all such engines is greater than or equal to 10 MMBtu/hr.
4. The source’s facility-wide actual emissions are less than the major source thresholds.

Nonmetallic Mineral Processing Plants:

1. A “Nonmetallic Mineral Processing Plant” is any combination of equipment that is used to crush or grind any nonmetallic mineral. The term does not include energy generating devices used at the plant.
2. The design throughput for the plant is greater than or equal to:
 - a. For a fixed plant, 25 tons per hour; or
 - b. For a portable plant, 150 tons per hour.
3. The source’s facility-wide actual emissions are less than the major source thresholds.

I. FACILITY INFORMATION

- A. Facility Name:** State the full legal name of the facility. If it does not match the name on signage at the facility, please provide an explanation as to why.
- B. Mailing Address:** State the mailing address for the facility. All correspondence relating to the General State Permit will be sent to this address.
- C. Physical Address:** If the physical location of the facility is different than the mailing address, list that here. State that it is the same as the mailing address if that is true.
- D. Contact Person:** State the name of the person that should be contacted for questions concerning this registration. This contact person should work for the company that is registering for the permit and will be the person to whom DES will address correspondence regarding the permit.
- E. Telephone Number:** State the telephone number for the contact person listed above.
- F. Fax Number:** State the fax number for the contact person listed above.
- G. E-mail address:** If applicable, state the e-mail address for the contact person listed above.
- H. and I. Facility Owner:** State the legal name of the owner of the facility along with the mailing address. If the owner is the same as stated above, then this may be noted.
- J. USGS Coordinates:** Give the coordinates of the source as identified on a United States Geological Society map. The coordinates may be given in UTM coordinates (Easting and Northing – meters or feet) or in Latitude and Longitude, (degrees, minutes and seconds). The following web sites contain searchable maps to assist you with this information:
<http://www.topozone.com/viewmaps.asp>
<http://www.travelbygps.com/search.php>
- K. Major Activity or Product Descriptions:** List any applicable descriptions of the source according to its standard industrial classification (SIC) code, as specified in the SIC Manual dated 1987. The following link describes the SIC codes:
http://www.osha.gov/pls/imis/sic_manual.html

II. STATEMENTS/CERTIFICATIONS

Please note that there are two statements that require a certification (signature).

The form must be signed by a responsible official, defined as one of the following:

1. For a corporation: a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation, or a duly authorized representative of such person if the representative is responsible for the overall operation of one or more manufacturing, production, or operating facilities applying for the permit and either:
 - a. The facility employs more than 250 persons or has gross annual sales or expenditures exceeding \$25 million; or
 - b. The delegation of authority to such representatives is approved in advance by the Division.
2. For a partnership or sole proprietorship: a general partner or the proprietor.
3. For a municipality, State, Federal, or other public agency: either a principle executive officer or ranking elected official. A principle executive officer of a Federal agency includes the chief executive officer having responsibility for the overall operations of a principal geographic unit of the agency.

Other Required Information for General State Permit Registrations

The source must also submit, along with the registration package, proof of source ownership or permissible use. The proof of ownership may be one of the following documents:

1. A copy of the deed, if the property is owned by the source;
2. A copy of the lease, if the property is leased by the source;
3. A copy of any option agreement, if the property is under an option to buy; or
4. A certified affidavit stating that the owner or operator has right, title, or interest in the property.